

Talavera Homeowner's Association

Purchase Application and Rental Application

The Association requires the **written approval** by the Board of Directors prior to any person residing in any home located in Talavera.

Please be aware that a completed application and the required fees must be received at the office of the Association not less than 14 days prior to the date that an answer is required. When an application has been completed in a satisfactory manner and all required fees have been paid, the association will then issue a "Certificate of Approval for Sale or Tenancy". No member, director, officer, or agent of the association is authorized to give verbal approval for residency.

Your application for residency will be processed in the same manner in which every application is processed, a process that cannot be **"rushed."** **Please do not request an answer in less than the required 14 days.** Your understanding and cooperation in this matter is appreciated, and we look forward to the opportunity to issue your "Certificate of Approval" as quickly as possible.

Applicable Fees:

Application fee is **\$150.00** (applies to all applications)

This is a **non-refundable fee** for the processing of each application and must be attached to the application for residency.

Make the check payable to **Talavera Homeowner Association.**

Applicable Forms:

1. A completed Application (applies to all applications)
2. A copy of the lease agreement (applies to any lease)
3. A copy of the purchase agreement (applies to any pending sale or title transfer)
4. A picture ID for each resident (legible copy of driver's license or passport)
5. A picture of any pets that will reside in the home

Return Completed Application and Check:

Oxygen Association Services
2801 North University Drive Suite 204
Coral Springs, FL 33065
Phone: 561-999-9701
Fax: 561 999-9703

Talavera Homeowner's Association
Application for Sale or Lease
c/o Oxygen Association Services
2801 North University Drive Suite 204
Coral Springs, FL 33065

Application Date: _____ Desired Occupancy Date: _____

Name of current owner: _____

Address of current owner: _____

Sales Price: \$ _____

Lease Starts: _____ Lease Ends: _____ Monthly Rental: \$ _____

A SIGNED COPY OF THE SALES AGREEMENT OR LEASE MUST BE ATTACHED

Information regarding each person who requests approval for residency: If more than two adults attach second sheet.

Applicant Name: _____ DOB: _____

Social Security Number: _____ Driver's License #: _____

Applicant Phone Number: _____ Cell Phone: _____

Applicant E-mail Address: _____

Applicant Current Address: _____

Prior Address: _____

Employer: _____ How Long: _____

Employer Address: _____

If Less Than 3 years Prior Employer: _____

Employer Address: _____

Applicant Name: _____ DOB: _____

Social Security Number: _____ Driver's License #: _____

Applicant Phone Number: _____ Cell Phone: _____

Applicant E-mail Address: _____

Applicant Current Address: _____

Prior Address: _____

Employer: _____ How Long: _____

Employer Address: _____

If Less Than 3 years Prior Employer: _____

Employer Address: _____

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Note: **TWO**-(2) pet(s) are allowed. NO Pit Bull Terriers are permitted.

Type/Breed	Weight	Last Rabies Vaccination
_____	_____	_____
_____	_____	_____

By my signature below, I hereby certify:

I (We) hereby issue authority and permission for the Association and its agent to use investigative agencies and/or credit agencies selected by the Association or its agents for the purpose of obtaining information concerning my (our) credit and/or criminal history.

I (We) agree to hold harmless the Association and its agents from any liability arising from the acceptance or *use* of information, received and relied upon in making decisions, from any investigate agency, credit agency, or other sources of information.

That I have received, read, and agree to abide by the Articles of Incorporation of the Talavera Homeowners Association, Inc. as recorded in the public records of Palm Beach County. ("received" for purchase only)

That I have received, read, and agree to abide by the By-Laws of Talavera Homeowners Association, Inc. as recorded in the public records of Palm Beach County. ("received" for purchase only)

That I have received, read, and agrees to abide by the Declaration of Covenants of Talavera Homeowners Association, Inc. as recorded in the public records of Palm Beach County. ("received" for purchase only)

That all of the information contained in this application is true and complete. That I understand and agree that **False or Misleading** information given in this application constitutes grounds for rejection of this application and revocation of my right to reside on this property.

That I (we) may not occupy the premises without written authorization from the Association. In the event of unauthorized occupancy, this application will not be accepted for consideration until I vacate the unit completely and the Association issues a Certificate of Approval.

That the home I occupy may not be leased or sub-leased without the express written approval of the Talavera Homeowners Association, Inc.

That the **\$150.00 application fee is not refundable** or contingent upon the approval of this application.

Date Signed:_____

Print Name of Prospective Purchaser/Tenant

Signature of Prospective Purchaser/Tenant

Print Name of Prospective Purchaser/Tenant

Signature of Prospective Purchaser/Tenant